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കേരള സർക്കാർ
GOVERNMENT OF KERALA

കേരള ഗസറ്റ്
KERALA GAZETTE

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്
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Part IV

Miscellaneous Notifications

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GOVERNMENT OF KERALA
2026

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KERALA BOOKS AND PUBLICATIONS SOCIETY,

KAKKANAD, KOCHI – 682030

GSTIN - 32AAATK2642L1ZR

No: P2-3426/LT/DIST/2026/1140 Dated: 11.03.2026

e-Tender Notice for Transportation Of Lottery Tickets

e-tenders are invited from transporters having minimum of 2 goods vehicles which having permit for **(1) upto 3 MT** and **(2) 3MT to 5MT** capacity goods vehicle with GPS tracker for lease for a period of one year for the transportation of Kerala State lottery tickets from KBPS to the Directorate of State Lotteries at Vikas Bhavan, Thiruvananthapuram and various lottery offices all over 14 districts in Kerala from Thiruvananthapuram to Kasargod and their 21 sub-district offices and to other directed lottery offices ensuring the security for distribution of lottery tickets as per the terms and conditions detailed below.

1) Submission of Bids:

1.1) Only Covered and sealed Vehicles not older than 5 years with GPS tracker suitable for long distance travel, and having permit for **(1) upto 3 MT** and **(2) 3MT to 5MT** capacity will be considered for the tender.

1.2) All tenders / bid shall be accepted only through online mode. (https://etenders.kerala.gov.in) and no manual submission of the same shall be allowed.

1.3) Re submission of offer is possible, before the last date as permitted in the site.

1.4) Contract will be awarded to L1 and L2 party at L1 rate. If L2 Party is not ready to provide service at L1 rate, order will be given to the L3 party at L1 rate and so on.

1.5) The near relatives of employees of KBPS are not eligible to participate in the tenders. The relationship for the purpose will be as specified in the Annexure 21 of Stores Purchase Manual (extract given as Annexure A). In addition to this mother's sister's son/daughter shall also deemed to be a relative. **The scanned copy of the duly filled, signed and sealed declaration (Annexure B) in this regard must be submitted online, without which the tender will be considered as per the relevant clauses of SPM.**

1.6) Minimum charge for the first 50 km and additional rate per km should be specified in the BOQ. For distance exceeding 50 kms up to 550 kms, the charge will be minimum fare + additional rate per km. Above 550 kms, the minimum charge is not applicable and only the rate per km will be eligible. **The rate inclusive of applicable taxes and levies should be quoted in BOQ itself. Rates quoted elsewhere will not be considered.** The rates quoted should be firm for the entire work period.

1.7) **EMD for Rs.1,12,412/- should be remitted through online, else the tender/bid will not be considered and will be summarily rejected.**

1.8) **Tenders/bids received online should have scanned copy of the preliminary agreement executed in Rs.200/- Kerala stamp paper which is duly filled, signed and sealed on all its pages, it will be considered as per the relevant clauses of SPM.**

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1.9) **The scanned copy of goods permit of the vehicle, vehicle registration certificate, PAN, GST certificate shall be submitted online, else the tender/bid will be considered as per the relevant clauses of SPM.**

1.10) **Successful tenderer has to execute an agreement in Rs.200/- non judicial Kerala stamp paper and also to furnish Security Deposit @ 5% of the total value of the contract by DD/FDR in favour of Managing Director, Kerala Books and Publications Society**.

1.11) Tenderers/Bidders should submit a declaration indicating that they have not been convicted of an offence concerning his professional conduct by a judgment of a competent court and does not have any criminal background.

2) Bid opening and evaluation:

2.1) **The due date for the receipt of the tender is up to 11.00 AM on 09.04.2026. Tenders will be opened at 11.00 AM on 10.04.2026.**

2.2) For finalising the tender in order to give work order to the successful bidder, the performance of the bidders during the previous contract periods, if any, will also be considered.

2.3) Parties/Contractors who have defaulted in executing any work order/contract with any organization/ are blacklisted/debarred and restricted to participate in tender by any organization are not eligible to participate in this tender

2.4) All the rights to accept or reject whole or part of the tender without assigning any reason thereof is reserved by the Society. The decision of the Society will be final and binding on the tenderer.

2.5) Parties/Contractors who have defaulted in executing any work order/contract with the society or whose contract/work order was terminated by the society are not eligible to participate in this tender

2.6) All rules and regulations of the tender/bid shall be in accordance with the Stores Purchase Manual of the Government of Kerala.

3) Corrupt or fraudulent practices:

3.1) It is required that the bidders observe the highest standard of ethics during the procurement and execution of the contracts.

3.2) The Society will reject a bid, and/ or award if it determines that the bidder recommended for award has engaged in any of the corrupt or practices in completing for the contract in question and will declare the firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract, if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

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4) Time of completion:

Time is the essence of the contract. The transportation of text books should be started as per the time intimated by the concerned section via phone calls/e-mail/ letter and should be completed within the time limit specified by us, failing which will lead to penalty being deducted from Security deposit or forfeiture of entire security deposit and the contract will be terminated without notice. The time allowed for carrying out the work as entered in the tender should be strictly observed by the Contractor and shall be deemed to be of the essence of the Contract and shall be reckoned from the date of handing over of the Work order. In the event of the failure to comply with the overall and individual milestones contained in the time schedules, he shall be liable to pay liquidated damages as provided for in this contract.

5) Goods vehicles Specifications

5.1) must have CCTV surveillance inside the drivers cabin and the covered area.

5.2) Active GPS tracking system.

6) Liquidated Damages:

6.1) If the contractor fails to maintain the required progress according to the agreed time and progress chart or to complete the work by the contract's specified completion date or any extended date, the contractor shall, without prejudice to any other rights or remedies available to the Society under the law due to such breach, be required to pay compensation in the form of liquidated damages corresponding to the loss incurred by the society. The amount of compensation may be adjusted or set off against any sum payable to the Contractor under this or any other contract with the Society.

6.2) The Agreement Authority, if satisfied, that the work can be completed by the Contractor within a reasonable time after the specified time of completion, may allow further extension of time at its discretion due to force majeure, inclement weather condition, delay on the part of Contractors or tradesmen engaged by the Society not forming part of the Contract, holding up further progress of work and any other causes, which at the sole discretion of the Society is beyond the control of the Contractor. In the event of extension granted being with liquidated damages, the Society will be entitled without prejudice to any other right or remedy available in that behalf, to recover from the Contractor as agreed damages equivalent to corresponding to the loss incurred by the Society. The decision of the Society will be final and binding on the Contractor.

6.3) If the Contractor achieves balance milestones, even though he has failed to achieve initial milestones, and the work has been completed in the specified/original time of completion without causing any loss to the Society, the Society may release the already levied liquidated damages at the sole discretion of the Society.

6.4) The Agreement Authority, if not satisfied that the works can be completed by the Contractor and in the event of failure on the part of the Contractor to complete work within further extension of time allowed as aforesaid, shall be entitled, without prejudice to any other right, or remedy available in that behalf, to terminate the contract.

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6.5) The Agreement Authority, if not satisfied with the progress of the contract and in the event of failure of the Contractor to recoup the delays in the mutually agreed time frame, shall be entitled to terminate the contract.

6.6) In the event of such termination of the contract as described in the clauses 5.4 and 5.5 or both, the Society shall be entitled to recover liquidated damages and forfeit the Performance Guarantee or Security deposit made by the Contractor besides getting the work completed by other means at the risk and cost of the Contractor.

6.7)The society may waive the payment of compensation in the case of contracts where milestones are fixed, depending upon merit of the case, on request received from the Contractor if the entire work is completed within the date as specified in the Contract or as validly extended without stipulating any penalty.

7) Contractor's default:

If the Contractor shall neglect to execute the works with the diligence and expedition or shall refuse or neglect to comply with any reasonable orders given to him, or shall contravene the provisions of the Contract, the Agreement Authority may give notice in writing to the Contractor to make good the failure, neglect or contravention explained of. If the Contractor defaults in the due supply of the vehicles, the Society is at liberty to procure the same from elsewhere without cancelling the contract as a whole. If the Society incurs higher rate in procuring such vehicles than the agreed rate, such excess amount may be deducted by the Society from the contractor's bill or recovered from by other means. The Contractor agrees that he shall not be entitled to claim the excess, of any of the tendered rate over such cost of the Society.

8) Programme chart/milestones:

8.1) Successful tenderer should transport the text books promptly, safely and within the time schedule to the full satisfaction of the Society. Successful tenderer should pay liquated damages for any loss/damage on the goods transported if the text books are not transported securely and will be penalized for the delay in supply of vehicles accordingly.

8.2) The Contractor should strictly adhere to the agreed milestones, if any for the work. If the milestones are not achieved by the Contractor, the Contractor shall pay the Society liquidated damages as per clause 5. However, release of interim Liquidated Damages can be considered in case the very next Milestone is achieved on time. Extension of time for any milestone if allowed has to be obtained in writing from the Agreement authority well in advance of completion dates.

9) Penalty/fine for non-compliance of safety codes & labour laws:

9.1) If non-compliance with safety codes as in Clause no. 9 and the labour laws etc. is reported, the Contractor shall immediately make all reasonable effort to correct such non-compliance and to ensure that there is no reoccurrence of such non-compliance. The contractor shall be responsible to ensure the safty codes and labour laws in this regard. The

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Society shall not be responsible under any circumstances, for any statutory obligations in this regard.

9.2)The successful bidder shall be responsible for maintaining proper records and registers as required under various statutes and shall pay required contributions in respect of its employees, such as ESI, EPF etc. The Society shall not be responsible under any circumstances, for any statutory obligations in this regard.

9.3)The workers engaged by successful bidder shall strictly follow the security rules and policies of Society inside the premises.

9.4) The Contractor to ensure that all mandatory compliances(for workers engaged by contractor) prescribed by labour department as per applicable acts to be complied by the contractor. Any charge/fine imposed on such aspects to be borne by the contractor.

9.5) The Contractor to ensure that all workers (engaged by contractor) are medically insured as prescribed by the acts applicable for the contractor. Any charge/fine imposed on those aspects to be borne by the contractor.

10) Labour regulations:

10.1) The Contractor shall be wholly and solely responsible for full compliance with the provisions under all labour laws and /or regulations such as Payment of Wages Act 1948. Employees Liability Act 1938, Workmen's Compensation Act-1923, Employees State Insurance Act-1948, Employees Provident Fund Act-1952, Industrial Disputes Act-1947, the Maternity Benefit Act 1961, the Contract Labour (Regulation and Abolition) Act-1970 and the Factories Act-1948 or any modifications thereof or any other law relating thereto and rules there under introduced from time to time. The Contractor shall assume liability and shall indemnify the Society from every expense, liability or payment by reason of the application of any labour law, act, rules or regulations existing or to be introduced at a future date during the term of the Contract. The Contractor shall provide workman compensation policy to their employees to cover personal injury or death. In general, in respect of all labour directly or indirectly employed in the Work for the performance of Contractor's part of the Contract, the Contractor shall comply with all the rules framed by the Government authorities concerned from time to time for protection of the health and welfare of the workers. The Contractor shall at his own cost obtain a valid license for himself and the Society under the Contract Labour (R & A) Act 1970 and the Contract labour (Regulation and Abolition) Central Rules 1971 and under any other applicable rules before the commencement of the Work and continue to have a valid licenses until the completion of the Work.

10.2) Payment of wages: The Contractor shall pay to labour employed by him either directly or through Sub-Contractors wages not less than fair wages as defined in the relevant Central/ Local Labour Regulations or as per the provisions of the Contract Labour (Regulation and Abolition) Act 1970 and the Contract Labour Regulation and Abolition of Central Rules 1971, wherever applicable. He shall also abide by the minimum wages and other regulations applicable to the labour engaged in the Work, as laid down by the concerned Central local authorities (State. District or other local Authorities). In case the contractor fails to pay fare wages as required by the authorities then the Society shall be

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entitled(not obliged) to do so and receives such as including associated cost incurred by them in doing so from the contractor.

10.3) Model Rules: The Contractor shall at his own expense comply with or cause to be complied with, Model Rules for labour welfare framed by Government or other local bodies from time to time for the protection of health and for making sanitary arrangements, Malaria control etc. for workers employed directly or indirectly on the Work and in the workers hutment area. In case the Contractor fails to make arrangements as aforesaid, the Society shall be entitled(not obliged) to do so and recover the cost thereof from the Contractor.

10.4) Safety Codes: In respect of all labour, directly or indirectly employed on the Work for the performance and execution of the Contractor's Work under the Contract, the Contractor shall at his own expense arrange for all the safety provisions as listed in

(a) Safety codes of Central Public Works Department and Bureau of Indian Standards, (b) The Electricity Act, (c) The Mines Act, and Regulations, (d) Regulations of employment & conditions of service Act 1996, Rules and Orders made there under and such other acts as applicable. Precautions as stated in the safety clauses are of minimum necessity and shall not preclude the Contractor taking additional safety precautions as may be warranted for the particular type of work or situations. Also mere observance of these precautions shall not absolve the Contractor of his liability in case of loss or damage to property or injury to any person including but not limited to the Contractor's labour, the Society's Consultants, Society's Representatives and supervisior-in-Charge's representatives or any member of the public or resulting in the death of any of these.

10.5) In case the Contractor fails to make arrangements and provide necessary facilities as aforesaid, the Society shall be entitled (but not obliged) to do so and recover the costs thereof from the Contractor. The decision of the Society in this regard shall be final and binding on the Contractor.

11) Taxes, Permits and Licenses

The Contractor shall be liable and pay all taxes, duties, levies, royalties etc lawfully assessed Against the Contractor in pursuance of the Contract. In addition the Contractor shall be responsible for payment of all Indian duties, levies and taxes lawfully assessed against the Contractor for his personal income and property. The Contractor shall directly obtain all licenses and permits for the materials under Government control, and those required by the Contractor for the execution of the work.

12) Liability for accidents and damages

Under the contract, the Contractor shall be responsible for any loss or damage to the works under this contract until the works are completed and taken over in accordance with the contract.

13) Termination, suspension, cancellation & foreclosure of contract

14.1) The Agreement Authority shall in addition to other remedial steps to be taken as provided in the condition of contract, be entitled to cancel the contract in full or in part, if the contractor

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a) makes default in proceeding with the works with due diligence and continues to do so even after a notice in writing from the Society, then on the expiry of the period as specified in the notice, or

b) commits default or breach in complying with any of the terms and conditions of the Contract and does not remedy it or fails to take effective steps for the remedy to the satisfaction of the society or

c) fails to complete the work or items of work with individual dates of completion, on or before the date/dates of completion or as extended by the Agreement Authority.

d) shall offer or give or agree any person in the service of the Society or to any other person on his behalf any gift or consideration of any kind as an inducement or reward for act/acts of favour in relation to the obtaining or execution of this or any other contract of the Society.

e) shall try to obtain a contract from the Society by way of ring tendering or other bonafide method of competitive tendering, or

f) transfers, sublets, assigns the entire work or any portion thereof without the prior approval in writing from the Agreement Authority. The Agreement Authority may by giving a written notice, cancel such transfers or sublets or assignment.

15) Insurance

The Contractor should ensure necessary insurance coverage for vehicles/accompanying work men/materials transported/compensation to cover personal injury or death.

Sd/-

Managing Director

To Notice board, PM/CFA/Fin/FGS/Security/ IT team- To upload in our website
JS Admin –To be advertised in Kerala Gazette and suitable dailies

Note:

- The agreement should be signed and sealed in every page and 2 witnesses should be signed in the last page.
- Annexure B should preferably be in letter head and duly filled, signed and sealed.

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Annexure A

EXTRACT FROM THE STORES PURCHASE MANUAL OF KERALA

Meaning of "Relative"

A person shall be deemed to be a relative of another if, and only if,

a) they are members of Hindu undivided family or;
b) they are husband and wife; or
c) the one is related to the other in the manner indicated in Schedule 1-A

Schedule 1 A List of Relatives

1) Father
2) Mother (including step-mother)
3) Son (including step-son)
4) Son's wife
5) Daughter (including step-daughter)
6) Father's father
7) Father's mother
8) Mother's mother
9) Mother's father
10) Son's son
11) Son's son's wife
12) Son's daughter
13) Son's daughter's husband
14) Daughter's husband
15) Daughter's son
16) Daughter's son's wife
17) Daughter's daughter
18) Daughter'sdaughter's husband
19) Brother (including step-brother)
20) Brother's wife
21) Sister (including step-sister)
22) Sister's husband
23) Husband's father
24) Husband's mother
25) Husband's sister
26) Wife's father
27) Wife's mother
28) Wife's brother
29) Wife's sister
30) Wife's sister's husband
31) Father's brother
32) Father's sister
33) Mother's brother
34) Mother's sister
35) Father's sister's husband
36) Father's brother's wife
37) Mother's brother's wife
38) Mother's sister's husband
39) Brother's son
40) Brother's son's wife
41) Brother's daughter
42) Sister's son
43) Sister's daughter
44) Father's brother's son
45) Father's brother's daughter
46) Father's sister's son
47) Father's sister's daughter
48) Mother's brother's son
49) Mother's brother's daughter

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Annexure B

DECLARATION

FOR NO NEAR RELATIVE (S) OF THE CONTRACTOR WORKING IN KBPS

I.....,

S/o. Sri.....

Here by certify that none of my relative(s) as defined in the tender notice are employed in KBPS as per detail given below. In case at any stage, it is found that the information given by me is false/incorrect, Managing Director, KBPS shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the tenderer with seal

The relationship for the purpose will be as specified in Annexure 21 in the Stores Purchase Manual of Kerala. (Extract given as Annexure A)

In case of proprietorship firm, certificate will be given by the proprietor, and in case of Partnership firm, certificate will be given by all the partners and in case of Ltd. Company by all the Directors of the company or company secretary on behalf of all directors. Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be forfeited at any stage whenever it is so noticed. The department will not pay any damages to the company or firm or the concerned person. The company or firm or the persons will also be debarred for further participation in the concerned unit.

Place: Signature of tenderer/Authorized Signatory

Date: Name of the Tenderer

Seal of the Tenderer

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AGREEMENT

Articles of agreement executed on this the …….. day of ……. Two thousand and ……BETWEEN the Managing Director, Kerala Books & Publications Society (hereinafter referred to as "the Society") of the one part and Shri. …….. (H.E. name and address of the tenderer) (hereinafter referred to as "the bounden") of the other part.

WHEREAS in response to the Notification No. …….. dated …… the bounden has submitted to the society a tender for the …… specification therein subject to the terms and conditions in the said tender;

WHEREAS the bounden has also deposited with the Society a sum of ₹…… (Rupees ……) as earnest money for execution of an agreement undertaking the due fulfillment of the contract in case his tender is accepted by the Society.

NOW THESE PRESNTS WITNESS and it is hereby mutually agreed as follows:

1. In case the tender submitted by the bounden is accepted by the Society and the contract for ……..is awarded to the bounden, the bounden shall within ……..days of acceptance of his tender execute an agreement with the Society incorporating all the terms and conditions under which the Society accepts his tender.
2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the Society shall have power and authority to recover from the bounden any loss or damage caused to the Society by such breach as may be determined by the society by appropriating the earnest money deposited by the bounden and if the earnest money is found to be inadequate the deficit amount may be recovered from the bounden and his properties movable and immovable in the manner hereinafter contained.
3. All sums found due to the Society under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such sums are arrears of land revenue and in such other manner as the Society may deem fit.

In witness whereof Shri. …… (H.E. name and designation) for and on behalf of the Kerala Books and Publications Society, Kakkanad P.O., Kochi-692030 and Shri. …….. Bounden have hereunto set their hands the day and year shown against their respective signatures.

Signed by Shri. …….. (date) …….

In the presence of witness: 1. ……

2. ……

Signed by Shri. ……. (date) ……

In the presence of witness: 1. ……

2. …….

Signature of the tenderer with seal

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KERALA BOOKS AND PUBLICATIONS SOCIETY,
KAKKANAD, KOCHI – 682030

GSTIN :32AAATK2642L1ZR

No.P3-6045/Bdg/2026/1228 Dated :12.03.2026

Re e-tender Notice

Re e-tenders are invited through www.etenders.kerala.gov.in from competent binding contractors for undertaking the commercial binding works at our premises initially for a period of one year as per the specifications given below. (Table A)

Date & time of tender/bid submission: up to 11:00 a.m. on 16.04.2026
Date & time of tender/bid opening : 17.04.2026 at 11:15 a.m.

Terms and conditions:

1. All tenders/bid shall be accepted only through online mode (https://etenders.kerala. gov.in) and no manual submission of the same shall be allowed. Re-submission of offer is possible, before last date as permitted in the site.
2. The contractor should provide the required manpower to operate the machines. The machines, electricity required for operating the machines, consumables, spares for the machines and machine maintenance will be provided by the Society. Also the contractor will be penalized if any damages are caused to the machine and materials due to the lack of operational skill from the part of the contractor. The work should be done with best workmanship.
3. The near relatives of employees of KBPS are not eligible to participate in the tender. The relationship for the purpose will be as specified in the Annexure 21 of Stores Purchase Manual (extract given as Annexure A). In addition to this, mother's sister's son/daughter shall also deemed to be a relative. **The scanned copy of the declaration (Annexure B) in this regard (preferably in letter head), which is duly filled, signed and sealed should be submitted online, otherwise the tender will be rejected outright**.
4. **The parties are requested to specify their GST no. and PAN no.** Applicable Declaration regarding income tax should be submitted in letter head.
5. **Rates should be quoted exclusive of taxes in BOQ itself. Rates quoted elsewhere will not be considered.** The rate quoted must be firm for the entire work period, if required period of work may be extend.
6. Conditional/incomplete bids shall not be considered.
7. The successful bidder shall be responsible for maintaining proper records and registers as required under various statutes and shall pay required contributions in respect of its employees, such as ESI, EPF etc. The Society shall not be responsible under any circumstances, for any statutory obligations in this regard.
8. The workers engaged by successful bidder shall strictly follow the security rules and policies of Society inside the premises.

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9. **Tenders/bids received online should have a scanned preliminary agreement (as per the specimen attached) executed on Kerala Stamp Paper worth ₹ 200/- which is duly filled, signed and sealed on all its pages, else it will be treated as per relevant clauses of SPM of Kerala.**

10. **An EMD of ₹ 8,520/- should be remitted through online, else the tender/bid will not be considered and will be summarily rejected.** The MSME benefits will be limited only to the MSMEs which are working within the state of Kerala (G.O (P) no. 10/2023/SPD dated 11.12.2023).

11. Contractor to ensure that all mandatory compliances (for workers engaged by contractor) prescribed by labour department as per applicable acts to be complied by the contractor. Any charge/fine imposed on such aspects to be borne by the contractor.

12. Contractor to ensure that all workers (engaged by contractor) are medically insured as prescribed by the acts applicable for the contractor. Any charge/fine imposed on those aspects to be borne by the contractor. The contractor should register the details of migrant workers in the Adhidhi portal or reported in the police station as per the rules. If the contractor employing five or more interstate migrant workers must obtain a license through the relevant State's Labor Department portal. The contractor should submit the proof of registration along with affidavit to KBPS.

13. The Society shall not be responsible for any delays, reasons whatsoever in receiving as well as submitting offers, including connectivity issues**.**

14. Parties/contractors who have defaulted in executing any work order/contract with KBPS or whose work order/contract was terminated by KBPS are not eligible to participate in this tender. In the case of a binding shortage of books resulting from negligence from the part of the contractor of the workers deployed by the contractor, penalty will be imposed. These penalties can include financial penalties, termination of the contract, or other remedies as outlined in the contract agreement.

15. For finalising the tender in order to give work order to the successful bidder, the performance of the bidders during the previous contract periods, if any, will also be considered. Successful tenderer has to execute an agreement in Rs.200/- non judicial Kerala stamp paper, applicable Declaration regarding income tax (section 206 AB) should be submitted in letter head and also to furnish Security Deposit @5% of the total value of the contract by DD/FDR in favour of Managing Director, Kerala Books and Publications Society.

16. Payment will be made on submission of invoices (GST Bill) to the concerned after completing all the formalities and satisfying the conditions of the bid.

17. All disputes are subject to jurisdiction of courts only at Ernakulam, Kerala.

18. In exigency, the contract will be awarded to one or more contractors as per the decision of the Society. All the rights to accept or reject whole or part of the tender without assigning any

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reason thereof is reserved by the Society. The decision of the Society will be final and binding on the tenderer.

19. Penalty amount will be levied from the contractor for the defects in the commercial work items due to operational defects of the contractor.

20. Amount spent for the defects in the machine made by the contractor, mainly overspeed, knife setting etc. will be levied from the contractor.

21. All rules and regulations of the Tender/bid shall be in accordance with the Stores Purchase Manual of the Govt. of Kerala.

Sd/-
Managing Director

To
Vendors as per list.

Cc to P.M,SO(S&D), AM(Ptg),Stores, Fin & Accts, PPD., Notice Board, IT-To uplink and notify in our Website
Admin: To publish in Gazette

Note:

- The agreement should be signed and sealed in every page and 2 witnesses should be signed in the last page.
- Annexure B should preferably be in letter head and duly filled, signed and sealed.

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Table A - Specifiation for undertaking binding works in KBPS premises.

(The bidder is requested to quote their rates as per the specifications given below.)

Sl. No.	Specifications	Copies
1	Hand Folding One fold	1000 Nos
	Hand Folding Two fold	1000 Nos
	Hand Folding Three fold	1000 Nos
	Hand Folding Four fold	1000 Nos
2	Machine Folding	1000 Nos
3	Hand Gathering Up to 3 section	1book
4	Hand Gathering each additional section	1 section
5	Hand Stapling (Side)	1 book
6	Hand Stapling (Centre)	1 book
7	Machine Stitching (Centre)	1 book
8	Machine Stitching (Side)	1 book
9	Hand Sewing (Centre) 2 or 3 hole	1 book
10	Hand Sewing (Side) 2 or 3 hole	1 book
11	Machine Sewing Up to 5 section	1 book
12	Machine Sewing each additional section	1 section
13	Perforation	1000 Sheets
14	Hand Numbering	1000 Nos
15	Quarter Cloth binding	1 book
16	Half Cloth binding	1 book
17	Full Cloth binding	1 book
18	Hard binding	1 book
19	Folding, Cutting & Packing (4 Page)	1000 Nos
	Folding, Cutting & Packing (8 Page)	1000 Nos
20	Folding, Stitching, Cutting & Packing (8 page)	1 book
	Folding, Stitching, Cutting & Packing (8 page)Art paper	1 book
21	Gathering, Centre stitching, Cutting & Packing	1 book
	Gathering, Side stitching, Cutting & Packing .	1 book
22	Gathering, Centre sewing, Cutting & Packing	1 book
	Gathering, Side sewing, Cutting & Packing	1 book

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Sl. No.	Specifications	Copies
23	Gathering, Centre sewing, Back lining, Cutting & Packing	1 book
	Gathering, Side sewing, Back lining, Cutting & Packing	1 book
24	Cutting, Counting & Packing - 500 Nos	1 Bundle
	Cutting, Counting & Packing - 1000 Nos	1 Bundle
	Cutting, Counting & Packing-1500 Nos	1 Bundle
	Cutting, Counting & Packing-2000 Nos	1 Bundle
25	Cutting, Gathering, Stitching & Packing up to 5 sheet	1 book
26	Pad making with cover pasting - 1 to 50 sheets	1 Pad
	Pad making with cover pasting - 51to 100 sheets	1 Pad
	Pad making with cover pasting - 101to 150 sheets	1 Pad
27	Gathering up to 5 sheets Pad making with cover pasting 1 to 50 sets	1 Pad
	Gathering up *to 5* sheets Pad making with cover pasting 51to 100 sets	1 Pad
28	Perforating, Stitching, Cover pasting, Cutting & Packing 1 to 50 sheets	1 pad
	Perforating, Stitching, Cover pasting, Cutting & Packing 51 to 100 sheets	1 Pad
	Perforating, Stitching, Cover pasting, Cutting & Packing 101 to 150 sheets	1 pad
29	**Receipt book/Bill book**	
	A) With duplicate-Perforating, Gathering, Stitching, Cover pasting/Back lining, Cutting & packing (Numbering charge extra)	50 sets/book 100 sets/book 150 sets/book
	B) With Triplicate- Perforating, Gathering, Stitching, Cover pasting/Backlining, Cutting & packing (Numbering charge extra)	50 sets/book 100 sets/book 150 sets/book
	C) With Quadruplicate-Perforating, Gathering, Stitching, Cover pasting/ Back lining, Cutting & packing (Numbering charge extra)	50 sets/book 100 sets/book 150 sets/book
30	Hand Numbering	1000 Nos
31	Numbered sheets checking, cover inserting, stitching, cutting & packing	1 book
32	Numbered sheets checking, Perforating, stitching, cover pasting / Back lining, cutting & packing	1 book
33	Coupon Numbering, Gathering, Stitching, Cutting & packing	1 book

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Sl. No.	Specifications	Copies
34	Folded sheet cutting & packing including University Answer book(Up to 2000 copies per bundle)	1 Bundle
35	Text Book Packing – counting the books as per the list, bundling in box strap machine.	1 Pkt/bundle
36	Perfect Binding up to 150 page	1 book
	perfect Binding 151to 250 page	1 book
	Perfect Binding 251 to 350 page	1 book
	perfect Binding 351page and above	1 book
37	Periodicals Packing - Address Printing, Address pasting, Book inserting in cover & Packing 50/100	1 book
38	Periodicals Packing - Address Printing on cover, Book inserting in cover & Packing 50/100	1 book
39	Periodicals Packing - address printing, sorting as per the address/pincode(if required), Address pasting, book inserting in cover and packing - 50/100	1 book
40	Diary (Case Binding) Folding, Sewing, End paper pasting, cutting ,Attaching silk thread and Head bands cover case binding & packing (Silk thread, Head band and costal board to be produced by the contractor)	
	A) Up to 200 pages	1 book
	B)201to 300 pages	1 book
	C) 301 to 400 pages	1 book
	D) 401 pages and above	1 book
41	Diary (Plastic Jacketing) Folding, sewing, End paper pasting, cover pasting, cutting, Plastic Jacket inserting and packing	
	A) Up to 200 pages	1 book
	B) 201 to 300 pages	1 book
	C) 301 to 400 pages	1 book
	D) 401 pages and above	1 book
42	Tipping of additional sheets	1 sheet
43	Pass book-Folding, Centre stitching, cutting & packing	1 book

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Sl. No.	Specifications	Copies
44	Books- Folding, centre/side stitching/sewing, End paper pasting, Back lining, Cover pasting, Cutting & Packing	1 book
45	Registers Folio Pages (Calico Binding)	
A)	Up to 50 pages	50 books
	51 to 100 pages	50 books
	101 to 150 pages	50 books
	151 pages and above	50 books
B)	Up to 50 pages	100 books
	51 to 100 pages	100 books
	101 to 150 pages	100 books
	151 pages and above	100 books
C)	Up to 50 pages	250 books
	51 to 100 pages	250 books
	101 to 150 pages	250 books
	151 pages and above	250 books
D)	Up to 50 pages	500 books
	51 to 100 pages	500 books
	101 to 150 pages	500 books
	151 pages and above	500 books
E)	Up to 50 pages	501 & above
	51 to 100 pages	501 & above
	101 to 150 pages	501 & above
	151 pages and above	501 & above
46	Registers Continuous Pages (Calico Binding)	
A)	Up to 100 pages	50 books
	101 to 200 pages	50 books
	201 to 300 pages	50 books
	301 pages and above	50 books
B)	U p to 100 pages	100 books
	101 to 200 pages	100 books
	201 to 300 pages	100 books
	301 pages and above	100 books
C)	Up to 100 pages	250 books
	101 to 200 pages	250 books
	201 to 300 pages	250 books
	301 pages and above	250 books

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Sl. No.	Specifications	Copies
D)	Up to 100 pages	500 books
	101 to 200 pages	500 books
	201 to 300 pages	500 books
	301 pages and above	500 books
E)	Up to 100 pages	501 and above
	101 to 200 pages	501 and above
	201 to 300 pages	501 and above
	301 pages and above	501 and above
47)	Gathering(inserting forms(4+16+8=28p) or 4+24=28p or 4+16+8*=28p)*cutting and separation of 16 p form into 8p form Side sewing with thread(as per sample) Cutting in the size of the sample provided Checking and shrink wrapping with 100 books Packing in *corrugatedbox with 300 books Neat labeling by denoting, No. of books per box, serial Number starting to ending series. *Corrugated boxes will be provided by KBPS.	300 books/box
48)	Sticker/Hologram/stamp pasting	1 copy
49)	University Answer books - 32 page centre stapling	1 copy
50)	University Answer books with thread sewing	
A)	26 pages	1 copy
B)	38 pages	1 copy
C)	32 pages	1 copy
51)	Magazine wrapping charge with Address pasting	1 book

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Annexure A

EXTRACT FROM THE STORES PURCHASE MANUAL OF KERALA

Meaning of "Relative"

A person shall be deemed to be a relative of another if, and only if,

a) they are members of Hindu undivided family or;
b) they are husband and wife; or
c) the one is related to the other in the manner indicated in Schedule 1-A

Schedule 1 A List of Relatives

1) Father
2) Mother (including step-mother)
3) Son (including step-son)
4) Son's wife
5) Daughter (including step-daughter)
6) Father's father
7) Father's mother
8) Mother's mother
9) Mother's father
10) Son's son
11) Son's son's wife
12) Son's daughter
13) Son's daughter's husband
14) Daughter's husband
15) Daughter's son
16) Daughter's son's wife
17) Daughter's daughter
18) Daughter's daughter's husband
19) Brother (including step-brother)
20) Brother's wife
21) Sister (including step-sister)
22) Sister's husband
23) Husband's father
24) Husband's mother
25) Husband's sister
26) Wife's father
27) Wife's mother
28) Wife's brother
29) Wife's sister
30) Wife's sister's husband
31) Father's brother
32) Father's sister
33) Mother's brother
34) Mother's sister
35) Father's sister's husband
36) Father's brother's wife
37) Mother's brother's wife
38) Mother's sister's husband
39) Brother's son
40) Brother's son's wife
41) Brother's daughter
42) Sister's son
43) Sister's daughter
44) Father's brother's son
45) Father's brother's daughter
46) Father's sister's son
47) Father's sister's daughter
48) Mother's brother's son
49) Mother's brother's daughter

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Annexure B

DECLARATION

FOR NO NEAR RELATIVE (S) OF THE CONTRACTOR WORKING IN KBPS

I.....S/o Sri.....
hereby certify that none of my relative(s) as defined in the tender notice are employed in KBPS as per detail given below. In case at any stage, it is found that the information given by me is false/incorrect, Managing Director, KBPS shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the tenderer with seal

The relationship for the purpose will be as specified in Stores Purchase Manual of Kerala (extract given as Annexure A).

In case of proprietorship firm, certificate will be given by the proprietor, and in case of Partnership firm, certificate will be given by all the partners and in case of Ltd. Company by all the Directors of the company or company secretary on behalf of all directors. Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/security deposit will be forfeited at any stage whenever it is so noticed. The department will not pay any damages to the company or firm or the concerned person. The company or firm or the persons will also be debarred for further participation in the concerned unit.

Place: Signature of tenderer/Authorized Signatory
Date:

Name of the Tenderer

Seal of the Tenderer

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AGREEMENT

Articles of agreement executed on this the …….. day of ……. Two thousand and ……BETWEEN the Managing Director, Kerala Books & Publications Society (hereinafter referred to as " the Society" of the one part and Shri. …….. (here enter the name and address of the tenderer) (hereinafter to as "the bounden") of the other part.

WHEREAS in response to the Notification No.……..dated …… the bounden has submitted to the society a tender for the …… specified therein subject to the terms and conditions in the said tender:

WHEREAS the bounden has also deposited with the Society a sum of ₹ …… (Rupees ……) as earnest money for execution of an agreement undertaking the due fulfillment of the contract in case his tender is accepted by the Society.

Now these presents Witness and it is hereby mutually agreed as follows.

1. In case the tender submitted by the bounden is accepted by the Society and the contract for ……..is awarded to the bounden, the bounden shall within ……..days of acceptance of his tender execute an agreement with the Society incorporating all the terms and conditions under which the Society accepts his tender.
2. In case the bounden fails to execute the agreement as aforesaid incorporating the terms and conditions governing the contract, the Society shall have power and authority to recover from the bounden and loss or damage caused to the Society by such breach as may be determined by the society by appropriating the earnest money deposited by the bounden and if the earnest money is found to be inadequate the deficit amount may be recovered from the bounden and his properties movable and immovable in the manner hereinafter contained.
3. All sums found due to the Society under or by virtue of this agreement shall be recoverable from the bounden and his properties movable and immovable under the provisions of the Revenue Recovery Act for the time being in force as though such sums are arrears of land revenue and in such other manner as the Society may deem fit.

In witness whereof Shri. ……(here enter name and designation) for and on behalf of the Kerala Books and Publications Society, Kakkanad P.O., Kochi-692030 and Shri. …….. the bounden have here unto set their hands the day and year shown against their respective signatures.

Signed by Shri. …….. (date) ……

In the presence of witness:

1. ……
2. ……

Signed by Shri. ……(date) ……

In the presence of witness:

1. ……
2. ……

Signature of the tenderer with seal

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Digitally signed by VEERAN T
Date:2026.04.13 04:29:47 +05:30